

**California Department of Social Services**  
**Title IV-E Child Welfare Waiver Demonstration Capped Allocation Project**  
**Quarterly Progress Report**  
**July 30, 2007**

This report covers the period from April 1, 2007, through June 30, 2007, and provides a project status and updated information on implementation activities for the California Title IV-E Child Welfare Waiver Demonstration Capped Allocation Project (CAP), as required and referenced in the federal Waiver Terms and Conditions, Section 5.3.

During this period the California Department of Social Services (CDSS) cross-divisional implementation team completed the following activities: finalized the fiscal systems and claiming procedures, executed the State/County Memorandum of Understanding (MOU) agreement, development and initiation of waivers under the State demonstration project authority; Administration for Children and Families (ACF) approval for the federal allocation and payment schedule; final evaluation plan submission and ACF approval; and the CAP County Plan review and approval process. Additional post implementation fiscal systems tasks and activities will be completed during the first quarter of the project.

Both participating counties have Board of Supervisors approval for their County Five Year Plans and have signed the State/County MOU agreement for the waiver demonstration project. The waiver demonstration was implemented on July 1, 2007.

Priorities for the first phase of the county demonstration projects are:

**Alameda County**

To implement the CAP, Alameda County will redirect financial resources from the existing congregate group home model to family-based resource homes and community-based services. During the initial phase Alameda County will fund the following five strategies based on outcome improvement and cost effectiveness: 1) One Child, One Placement - Child Welfare Workers Relative Approvals and placement, 2) enhanced Family Finding, 3) expand Reunification Team Decision Meetings, 4) expand CalWORKS – Child Welfare Services Linkages Pilot Project, and 5) implement Permanency Concurrent Planning Team Decision Meetings.

**Los Angeles County**

Both county departments will operate under a sequenced implementation of service delivery enhancement based on feasibility and speed of implementation, target population, and breadth of estimated impact. The Los Angeles County Department of Children and Family Services have prioritized three implementation strategies for State Fiscal Year (SFY) 2007-08. These initiatives are: 1) Expansion of Family Team Decision Making (FTDM) Conferences, 2) Focused Family Finding and engagement through pilot specialized permanency units at three regional offices, and 3) Up-Front Assessments on high risk cases with expanded Family Preservation slots. Los Angeles County Probation has identified two priorities for the first sequence in SFY 2007-08. These initiatives are: 1) Enhanced cross-systems care assessment and case planning and 2) Expansion of Multi-Systemic Therapy (MST) and Functional Family Therapy (FFT).

## Updated Waiver Demonstration Key Tasks and Timeline

### A. General Project Implementation

Tasks/Activities	Deliverables	Timeframe
Establish a support structure and implementation team for the waiver demonstration	<ul style="list-style-type: none"> <li>CDSS established IV-E Waiver Unit</li> <li>CDSS cross-divisional implementation team</li> <li>Develop specialized workgroups with areas of responsibilities and tasks</li> </ul>	<p>Completed July 2004</p> <p>Completed January 2005</p> <p>Completed April 2006</p>
Provide information to the general public, counties, public/private community partners, and stakeholder groups	<ul style="list-style-type: none"> <li>CDSS documents (ACL, ACIN, CFL)</li> <li>CDSS - CFSD Webpage</li> <li>Email address established</li> <li>Conference calls and email communications</li> <li>Press releases and public speaking presentations</li> <li>County Forums</li> </ul>	April 2006 and ongoing
Establish Operating Authority for the Waiver Demonstration	<ul style="list-style-type: none"> <li>Inclusion of language in budget trailer bill</li> </ul>	Completed June 2006
Develop Cost Development Plan	<ul style="list-style-type: none"> <li>Establish claiming codes for State and counties</li> <li>Submit Plan to DHHS</li> </ul>	<p>Completed May 2, 2006</p> <p>Completed June 30, 2006</p>
Initial Design and Implementation Report	<ul style="list-style-type: none"> <li>Receive counties plan proposal summaries</li> <li>Submit IDI report to DHHS</li> </ul>	<p>Completed July 21, 2006</p> <p>Completed Aug. 11, 2006</p>
State/County Memorandum of Understanding (MOU)	<ul style="list-style-type: none"> <li>Develop provisions for State General Fund, opt-out, State waivers, and fiscal claiming</li> <li>Complete Draft MOU</li> <li>Issue MOU to counties</li> <li>Signed and executed MOU</li> </ul>	<p>Completed January 2007</p> <p>Completed January 2007</p> <p>Completed May 4, 2007</p> <p>Completed June 2007</p>
State Waiver Requests Under the State Demonstration Project Authority	<ul style="list-style-type: none"> <li>Identify statutes/regulations to be waived from County Plans and any county waiver requests</li> <li>Complete the formal order of the director</li> <li>Publish legal notice</li> <li>Notification to State Legislature</li> </ul>	<p>Completed May 2007</p> <p>Completed June 26, 2007</p> <p>Completed June 30, 2007</p> <p>Completed July 2007</p>

Implement Waiver Demonstration	<ul style="list-style-type: none"> <li>• Verify all pre-implementation activities are completed</li> <li>• Confirm counties are fiscally and programmatically set-up to begin the county project implementation activities</li> <li>• Implement by start date of July 1, 2007</li> </ul>	<p>Completed June 2007</p> <p>Completed June 2007</p> <p>Completed July 1, 2007</p>
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## **B. Allocation, Claiming, and Reporting Procedures**

<b>Tasks/Activities</b>	<b>Deliverables</b>	<b>Timeframe</b>
Develop Federal and State Allocations for Participating Counties	<ul style="list-style-type: none"> <li>• Agreed upon federal allocation</li> <li>• DHHS approval for federal allocation</li> <li>• Agreed upon proposed State allocation subject to State budget process</li> <li>• Release allocation letters to counties</li> </ul>	<p>Completed February 2007</p> <p>Completed June 2007</p> <p>Completed December 2006</p> <p>Pending State 2007-08 Budget Approval – July/August 2007</p>
State/County Claiming and Reporting Policy and Procedures	<ul style="list-style-type: none"> <li>• Develop county claiming and reporting procedures</li> <li>• Complete State reconciliation to allocations</li> <li>• Quarterly federal reporting</li> </ul>	<p>In progress – June 2007</p> <p>Pending July/August 2007</p> <p>Completed June 2007</p>
Cost Allocation Plan Amendment (If Needed)	<ul style="list-style-type: none"> <li>• Prepare amendment to State Cost Allocation Plan for any IV-E waiver demonstration</li> <li>• Submit any amendments to DHHS for approval</li> </ul>	(task deferred)

## **C. County Selection and County Implementation**

<b>Tasks/Activities</b>	<b>Deliverables</b>	<b>Timeframe</b>
Solicit County Interest in Waiver Demonstration	<ul style="list-style-type: none"> <li>• Issue initial ACIN to solicit interested counties</li> <li>• Receive Letters of Interest</li> <li>• Hold interested counties forum and conference calls</li> </ul>	Completed April 2006
Solicit Letter of Intent from Counties	<ul style="list-style-type: none"> <li>• Issue ACIN providing information and intent submission requirements</li> <li>• Receive Letters of Intent by due date</li> </ul>	<p>Completed June 30, 2006</p> <p>Completed July 21, 2006</p>

County Five Year Implementation Plans	<ul style="list-style-type: none"> <li>• Provide instructions and technical assistance to intent counties for developing County Five Year Plan</li> <li>• Due date for final plan submissions to CDSS</li> <li>• Review and approve plans</li> </ul>	<p>Completed August 2006 through March 2007</p> <p>March - April 2007</p> <p>Completed May 2007</p>
County Training and Technical Assistance	<ul style="list-style-type: none"> <li>• Conference Calls</li> <li>• Fiscal training as needed</li> <li>• Individual county technical assistance consultation</li> <li>• Field site visits as requested</li> </ul>	<p>August 2006 and ongoing</p> <p>June 2007 and ongoing</p> <p>April 2007 and ongoing</p> <p>April 2007 and ongoing</p>
Implementation Start Date	<ul style="list-style-type: none"> <li>• County-level project implementation begins</li> <li>• State-level project monitoring begins</li> </ul>	<p>July 1, 2007</p> <p>July 1, 2007 and ongoing</p>

#### D. Evaluation

Tasks/Activities	Deliverables	Timeframe
Initial Evaluation Plan	<ul style="list-style-type: none"> <li>• Plan submitted to DHHS</li> </ul>	Completed February 3, 2006
Evaluation Contractor Specifications	<ul style="list-style-type: none"> <li>• Submit specification for contractor agreement to DHHS for approval</li> </ul>	Completed May 30, 2006
Evaluator Contract	<ul style="list-style-type: none"> <li>• Executed Evaluator Contract</li> </ul>	Completed October 23, 2006
Final Evaluation Plan	<ul style="list-style-type: none"> <li>• Evaluator consultation with participating counties</li> <li>• Evaluator to finalize the evaluation plan incorporating the County Five Year Plans</li> <li>• Submit final evaluation plan to DHHS for approval</li> <li>• DHHS plan approval</li> </ul>	<p>December 2006 and ongoing</p> <p>Completed April 20, 2007</p> <p>Completed June 18, 2007</p> <p>Completed June 29, 2007</p>
Initiate County Evaluation Activities	<ul style="list-style-type: none"> <li>• Site Visits to Counties</li> <li>• County TA and Training to initiate evaluation activities</li> <li>• Baseline Data Collection</li> </ul>	<p>December 2006 and ongoing</p> <p>Completed April - June 2007</p> <p>January - June 2007</p>

	<ul style="list-style-type: none"> <li>Complete Institutional Review Board Submissions (CHHSA and Sonoma State University-SSU)</li> <li>Bi -monthly State/County Evaluation meetings</li> </ul>	CHHSA exemption request approved April 2007. SSU request approved June 2007.  December 2006 and ongoing
Observation Data Collection	<ul style="list-style-type: none"> <li>Data Collection Begins</li> </ul>	July 1, 2007 and ongoing
Interim Evaluation Report	<ul style="list-style-type: none"> <li>Submit interim evaluation report 60 days after the 10<sup>th</sup> quarter</li> </ul>	December 1, 2009
Final Evaluation Report	<ul style="list-style-type: none"> <li>Submit final evaluation report six months after project ends</li> </ul>	December 30, 2012

#### E. DHHS Submissions

Tasks/Activities	Deliverables	Timeframe
<u>Quarterly Report Submissions</u>		
IDI Report – 1 <sup>st</sup> Quarterly Progress Report	<ul style="list-style-type: none"> <li>Submit IDI Report within 120 days</li> </ul>	Completed August 2006
2 <sup>nd</sup> Quarter Progress Report (Period 8/06 – 9/06)	<ul style="list-style-type: none"> <li>Submit quarterly report</li> </ul>	Completed October 30, 2006
3 <sup>rd</sup> Quarterly Progress Report (Period 10/06 – 12/06)	<ul style="list-style-type: none"> <li>Submit quarterly report</li> </ul>	Completed January 30, 2007
4 <sup>th</sup> Quarterly Progress Report (Period 1/07 – 3/07)	<ul style="list-style-type: none"> <li>Submit quarterly report</li> </ul>	Completed April 30, 2007
5 <sup>th</sup> Quarterly Progress Report (Period 4/07 – 6/07)	<ul style="list-style-type: none"> <li>Submit quarterly report</li> </ul>	Completed July 30, 2007
Semi-annual Progress Reports	<ul style="list-style-type: none"> <li>Upon implementation submit reports twice a year</li> </ul>	Beginning July 1, 2007- first report due to ACF January 30, 2008

#### Waiver Demonstration Implementation Issues

CDSS resolved the remaining implementation items with ACF related to the calculation of the base year funding, amount of the federal allocation, schedule of payments, maintenance of effort and match, and the final evaluation plan. The ACF letter to CDSS dated July 2, 2007, reflects these agreements.

In response to a State legislative proposal to raise foster care rates by five percent counties delayed their MOU approval process to the later part of June 2007, in order assess the impact on the CAP implementation. As the legislative proposal is still pending counties moved forward to meet the July 1, 2007 start date. CDSS will work with the participating counties to determine any additional amount to the State capped allocation based on approval of this legislation.

Dr. Charlie Ferguson provided the final evaluation plan to the State/County Evaluation Workgroup for county and stakeholder feedback. The final CDSS approved plan was submitted to ACF and approved on June 29, 2007. As part of this process counties identified county level needs for expanded data tracking to evaluate the effectiveness of the different services provided under the waiver demonstration. Collaboration between the counties and the Casey Family Programs has been established to address the county level needs that are outside the scope of the State level evaluation.